

PitneyShipTM Pro Training



**Mail Equipment
and Postage**



**Home and Small
Office Mail**



**USPS[®]
Permit Accounts**



**Outsourced
Mail Services**



**Expedited Document
and Parcel Shipping**

What is PitneyShip™ Pro?

PitneyShip™ Pro is a cloud-based solution that scales easily across your organization, allowing employees to create carrier shipping labels and print postage regardless of location. Real-time data provides better insights and visibility into your shipping activity, helping you save time and money on every package you send.

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How to Log In to PB Ship Pro


- **Link to the Application -**

With this [link](#), enter your username and password

- **Internal Genesis Support – [Postal Advocate Support Link](#)**

Select the kind of support you need, enter the information on the right and then hit submit. A case will be created, you will get an email confirming the case number, and Postal Advocate will get back to you within 4 hours.

Case Submission

enterprise  **Advocate**
MULTILOCATION SYSTEM

Genesis Healthcare & Mail Self-Serve Portal

PLEASE READ CAREFULLY AND FOLLOW THE PROMPTS TO AVOID DELAYS

This is an electronic form

- Once you hit submit, you will receive an email communication providing you with a Case#.

***Mandatory fields**

What Kind of Support Do you Need *

Please Select

- Please Select
- Equipment Cancel/Pick-Up
- Other
- PitneyShip™ Pro - Add User
- PitneyShip™ Pro - Technical Support
- PitneyShip™ Pro - Password Reset

General Information To Get Started

Company Name
Genesis

Request Submitted By *

First Name	Last Name	Other Field
<input type="text"/>	<input type="text"/>	<input type="text"/>

Requestor Email Address * **Requestor Phone Number *** **Requestor Title ***

Requestor Email Address	Requestor Phone Number	Requestor Title
<input type="text"/>	<input type="text"/>	<input type="text"/>

Business Unit # *

Location Address **Location City** **Location State** **Location ZipCode**

Location Address	Location City	Location State	Location ZipCode
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Vendor **Vendor Account Number**

Please Select Vendor	Vendor Account Number
<input type="text"/>	<input type="text"/>

Equipment Serial #



Order your supplies. Click on this link. https://www.pitneybowes.us/shop/ink-and-supplies/postage-meter-ink-supplies/pbsendingapp/en-us/storeus?cm_sp=shophomenew_ems3_meters_sendpro_online

For stamp sheets: order Item # SL-SPM11 – 6 sheets (120 stamps). We recommend you order enough to last at least 4 – 6 weeks.
To order a Scale: Log into to your respective DSSI account. Under Suppliers you will see the Staples Icon. Click on Staples and enter part number 897131 in the search bar. The item will pop up and it is in fact \$28.42.

pitney bowes | Ship & Mail | Financial Services | Resources | Buy Supplies | Sign In

Shop > Ink & Supplies by Meter > PitneyShip® Pro > Postage Sheets for Stamp Printing (6 she...

Welcome to the Shop (Sign In) | Postage Meters & Software | Shop for Parts

Ink & Supplies by Meter | Envelopes, Paper, Shredders & Binding | Packing & Mailing Supplies | Supplies by Printer or Copier

Item #SL-SPM11
Postage Sheets for Stamp Printing (6 sheets; 120 labels)
 For: PitneyShip™, PitneyShip™ Pro, SendPro® Online & SendPro® Enterprise

1 x \$4.99 **ADD TO CART**

Free ground shipping on postage stamp sheets

Use your own laser or inkjet printer to print the exact postage you need right from your desktop.

- For use with all mail classes
- No date restrictions - just print postage and use it when you want

Includes 6 stamp sheets (8.5" x 11") of 20 labels each for a total of 120 stamps

Home | Catalog > Staples Advantage | 897131

Results matching 897131

1 Results

Suppliers: Any Supplier, Staples Advantage, Shipping Packing & Mailing Supplies (1)

Brand / Manufacturer: SANFORD (1)

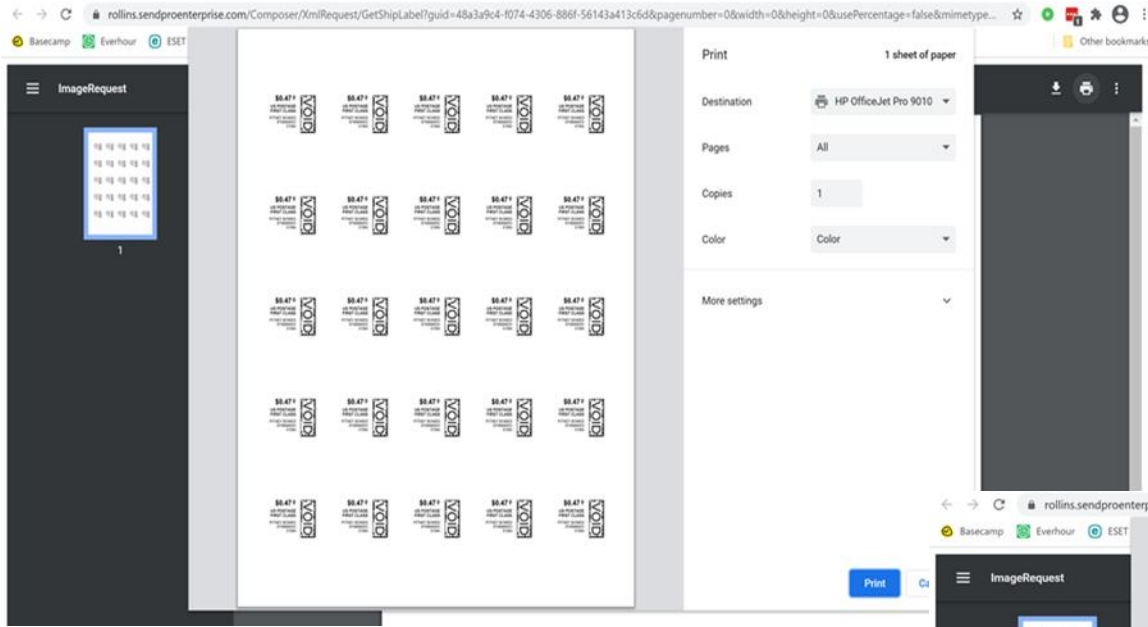
Actions: Download to Spreadsheet

DYNQ Digital Postal Scale 5 Lbs. (MS) by SANFORD
 Staples Advantage
 # 897131 - MANUFACTURER #177206 - EACH OF SEA

\$28.42

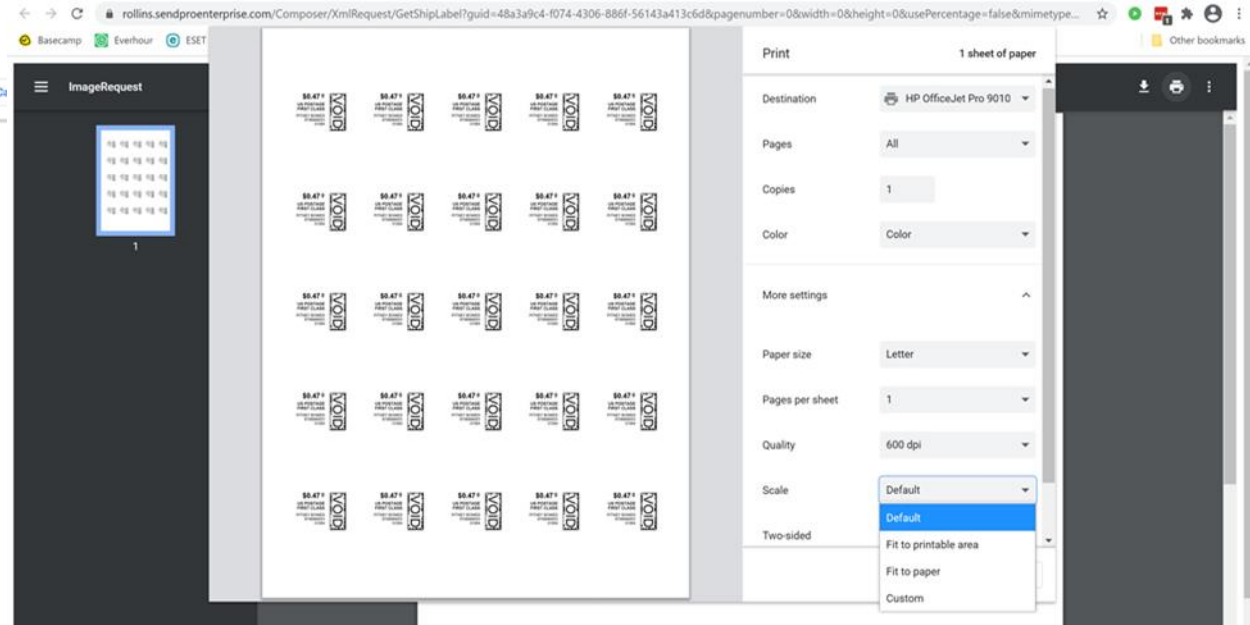
Total (0 items): \$0.00 **PROCEED TO CART**

How to Align the Printer Correctly to Print Stamps



- **Stamp Sheet Printer Alignment (Using Google Chrome – Recommended Browser)**

- When a user is doing a test print, in the printer dialog box, click the **MORE SETTINGS** down arrow. In the **SCALE** section in image 2, select **“Default”**. Put the test print page in and make sure the print lines up. Then hit **PRINT**.



- **Link to the Application - [link](#)**



ANY
QUESTIONS?

